



INDIVIDUAL CONSULTANT SERVICES

Customs Policy and Administration Consultant

A. Introduction

The Millennium Challenge Corporation (MCC) is a U.S. Government corporation whose mission is to provide assistance that will support economic growth and poverty reduction in carefully selected countries that demonstrate a commitment to just and democratic governance, economic freedom, and investments in their citizenry. For more information on the MCC, please visit www.mcc.gov. MCC requires professional services to support the development and implementation threshold programs.

MCC's Threshold Program assists countries implementing policy reform to improve prospects for MCC Compact eligibility. MCC has signed 24 threshold program agreements with 22 countries totaling nearly \$511 million to date. Of the 22 countries, eleven have been selected as compact eligible (eight of these countries have signed Compacts, one country previously had a Compact, and two others are currently under development).

In Fiscal Year (FY) 2011, MCC re-designed the Threshold Program based on a year-long review and several independent program evaluations. Elements of the new program model are based on lessons learned and include:

- targeted policy focus and program design based on deeper diagnostic, feasibility and cost-effectiveness analyses;
- focus on binding policy and institutional constraints to growth, with the aid of sector-focused analyses;
- increased country ownership;
- increased monitoring and evaluation, including program logic linking activities to outputs and outcomes; and
- increased MCC investment in diagnostics, design, and implementation.

More information on these lessons learned can be found on MCC's website: [MCC Threshold Program – Lessons Learned – Dec 2010](http://www.mcc.gov/documents/press/factsheet-2010002048002-threshold-program-lessons-learned1.pdf). <http://www.mcc.gov/documents/press/factsheet-2010002048002-threshold-program-lessons-learned1.pdf>

MCC intends to procure the services of at least one subject matter expert in customs policy and administration to assist with the development and implementation of MCC Threshold Programs.

B. Scope

The MCC Threshold Program (“the Group”) is seeking to procure the services of at least one subject matter expert in customs policy and administration to assist with the development and implementation of MCC Threshold Programs. The Consultant will be expected to advise MCC on these issues. The Consultant will need to be abreast of the latest trends in these sectors as related to international customs policy, and in particular initiatives taken by other donor organizations and other multilaterals in this sector.

C. Country

The Consultant shall be required to provide services in any MCC-eligible country, including but not limited to Guatemala and Honduras.

D. Tasks

Policy Reform Design (Task #1)

The Consultant shall conduct the Design Tasks for the Policy Reforms envisioned to be supported by MCC in a Threshold Program in Guatemala, including but not limited to:

- Improve control of physical movement of persons and cargo in Guatemala, including an electronic container tracking system at the ports.
- Develop and present to the Government of Guatemala options to improve control of physical movement of persons and cargo, including an electronic container tracking system at the ports.
- Support the Government of Guatemala to implement measures to improve control of physical movement of persons and cargo.

Ongoing Technical Assistance (Task #2) – Optional

MCC may, at its discretion, retain the Consultant for follow-on work which shall include:

- Technical support as the Threshold Country Plan is negotiated, finalized, and approved.
- Implementation support and/or oversight in Guatemala.
- Support for the design and implementation of MCC programs.

E. Deliverables

Deliverables shall be submitted in electronic format that can be easily disseminated and/or reproduced (emailed and printed) and in hardcopy as necessary and/or required.

The deliverables will be evaluated according to the following criteria:

- Thoroughness and timeliness in complying with all of the elements in the tasks specified.

- Quality and clarity of analyses and work produced.
- Timeliness and efficacy of communications with relevant counterparts at MCC and other relevant organizations.
- All reports are to be submitted in English in hard and electronic copy (in MS Word), with tables, data and calculations in MS Excel.
- All deliverables must reflect extensive consultations with: (1) the Partner Country Government; (2) MCC; and (3) other stakeholders.

The deliverable schedule is as follows:

KEY DELIVERABLE	EXPECTED DATE
Work Plan for Guatemala port physical and container security	2 weeks after first mission
Assessment of port physical and container security	TBD
Comments on Government of Guatemala plan to improve port physical and container security	TBD
Trip Report	2 weeks after each mission

F. Period and Place of Performance

The period of performance for this contract is a base period of approximately 5 months beginning approximately December 29, 2014. The estimated level of effort for this work is 898 hours (112.25 days) of which 50-75% would be in MCC partner countries.

The consultant will work from its home office and/or MCC headquarters or any MCC eligible country.

Travel to various countries as required, not more than four trips, for not more than two weeks at a time, unless agreed otherwise by the COR.

G. Conflict of Interest

The consultant would be precluded from bidding on work and services (design, assessment, construction and supervision) to be procured by the local MCA accountable entity or using funds advanced under a Compact in the relevant country, unless the consultant submits a mitigation plan sufficient to ameliorate any conflict of interest pursuant to the rules applicable to the procurement process.

H. Timing and Reporting

All formal communication with MCC, including reports, will be submitted to the COR. The COR for this requirement will be identified via separate correspondence.

The COR will have technical responsibility for monitoring the Independent Consultant's performance. The COR will review and evaluate the contract's performance, and also will coordinate any communications with relevant counterparts and other donor agencies and organizations.

Any change in the terms of the Contract must be made in writing and approved by the Contracting Officer. No representation of the COR shall serve as a basis for an alteration in the general scope of this Contract or of the terms and conditions of the Contract unless confirmed in writing by the Contracting Officer. The Independent Consultant must communicate with the Contracting Officer on all matters that pertain to the Contract terms. Proceeding with the work without proper contractual coverage could result in nonpayment for that work.

I. Other requirements:

International and domestic travel to project implementation areas will be required. The Consultant may be requested to mobilize on a short notice and will be expected to deliver high quality finished products in a timely manner.